

TOWN OF EAST WINDSOR BOARD OF SELECTMEN

REGULAR MEETING

Thursday, April 19, 2018

7:00 p.m.

Town Hall Meeting Room
11 Rye Street, Broad Brook, CT. 06016

Meeting Minutes

**** These Minutes are not official until approved at a subsequent meeting****

Board of Selectmen:

Robert Maynard, First Selectman
Steve Dearborn., Deputy First Selectman
Jason Bowsza, Selectman
Andy Hoffman, Selectman
Charles J. Szymanski, Selectman

ATTENDANCE: Board of Selectmen: Robert Maynard, First Selectman; Steve Dearborn, Deputy First Selectman; Selectmen: Jason Bowsza (arrived shortly after the Call to Order); Andy Hoffman; Charles J. Szymanski.

GUESTS: Town Staff/Department Heads: Members of Boards, Committees, Commissions, or Town Entities: Board of Finance: Kathy Pippin, Sarah Muska; Police Commission: Ed Filipone, Vice Chairman; Charter Revision Study Committee: John Matthews, Co-Chairman; Keith Yagaloff, Co-Chairman.

Public: Paul Anderson; Marie DeSousa; Rich LeBorinous, Bill Loos; Rebecca Talamini; Tom Talamini; Keith Yagaloff; Rich Austin, Fire Marshal, Warehouse Point Fire District;

Press: Anthony Branciforte, Journal Inquirer.

TIME AND PLACE OF REGULAR MEETING:

First Seletman Maynard called the Meeting to Order at 7:00 p.m. in the Town Hall Meeting Room, 11 Rye Street, Broad Brook, CT.

PLEDGE OF ALLEGIANCE:

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Everyone present stood to recite the Pledge of Allegiance.

At the request of Selectman Szymanski First Selectman Maynard asked everyone to remain standing and offer a moment of silence and reflection on the passing of former First Lady Barbara Bush.

AGENDA APPROVAL:

MOTION: To APPROVE the AGENDA for the Board of Selectmen's Regular Meeting dated April 19, 2018 with the following amendment: change the reading of the Regular Meeting Minutes of April 5, 2018 to the REVISED Regular Meeting Minutes of April 2018.

Maynard moved/Dearborn seconded/**DISCUSSION:** None

VOTE: In Favor: Maynard/Dearborn/Hoffman/Szymanski
Opposed: No one
Abstained: Bowsza

ATTENDANCE: See page 1.

PUBLIC PARTICIPATION:

Bill Loos, 44 Melrose Road: Mr. Loos reported that at a recent meeting of the Warehouse Point Fire District the vote on approval of a \$681,000 annual budget was 26 in favor – fire personnel and their families - and 1 against; no one showed up to oppose the budget as proposed. The meeting was advertised in several places. Mr. Loos guessed that the people in Warehouse Point aren't satisfied either way.

Selectman Hoffman noted he and Selectman Szymanski feel there should be equity across Town for fire services; the fact that the Warehouse Point Fire District has a meeting and very few people show up - maybe that's what they want. Selectman Hoffman questioned Mr. Loos what he made of that? Mr. Loos reported that in Enfield there are 5 fire districts, all with their own budgets. Thompsonville recently passed a \$4 ½ million budget; Deputy First Selectman Dearborn noted that worked out to \$600 to \$800 per household. Selectman Szymanski noted the cost of fire services for East Windsor would be approximately \$150 per household.

A short discussion followed. First Selectman Maynard suggested Fire Tax Equalization is an Agenda item tonight; discussion can continue later.

APPROVAL OF MEETING MINUTES/Special Meeting Minutes of April 5, 2018:

MOTION: To APPROVE the Special Meeting Minutes of April 5, 2018.

Maynard moved/Hoffman seconded/

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DISCUSSION: Selectman Hoffman noted the correction in the CALL TO ORDER to Special Meeting rather than Regular Meeting.

AMENDED MOTION: To APPROVE the Minutes of the Special Meeting dated April 5, 2018 amended as follows: Page 1, CALL TO ORDER: “First Selectmen Bob Maynard called the **Regular Meeting** **Special Meeting** to order.....”

Hoffman moved/Szymanski seconded? **DISCUSSION:** None
VOTE: In Favor: Unanimous (Maynard/Dearborn/Bowsza/Hoffman/Szymanski)

APPROVAL OF MEETING MINUTES/REVISED Regular Meeting Minutes of April 5, 2018:

MOTION: To APPROVE the REVISED Minutes of Regular Meeting dated April 5, 2018, as amended.

Maynard moved/Dearborn seconded/

DISCUSSION: Selectman Bowsza questioned the revision? Selectman Hoffman noted the reference to page 10 on the heading page, and noted the change on page 10 reflects the correction of the referendum date from May 9th to May 8th. 2018.

VOTE: In Favor: Unanimous (Maynard/Dearborn/Bowsza/Hoffman/Szymanski)

COMMUNICATIONS: None.

BOARDS AND COMMISSIONS RESIGNATIONS AND APPOINTMENTS/A.
Resignations: None.

BOARDS AND COMMISSIONS RESIGNATIONS AND APPOINTMENTS/B
Reappointments: .None.

BOARDS AND COMMISSIONS RESIGNATIONS AND APPOINTMENTS/C. New
Appointments: None.

UNFINISHED BUSINESS/A. East Windsor’s 250th Anniversary Committee Report:

Rebecca Talamini, Chairman of the 250th Anniversary Committee, joined the Board for an update:

- **Soles4Souls** – the collection bin at the Warehouse Point Library has been emptied 4 times; collection bins at the East Windsor and South Windsor Geissler’s locations, and the Town Hall have been picked up as well. Collection of shoes continues through the end of April
- **April 28th - Abby’s Walk**, for Abby’s Helping Hand, is scheduled for next weekend, from 10:00 a.m. to 1:00 p.m. at East Windsor (Reservoir) Park.

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- **April 28th – Plowing event (with Jim Stremper's Percheron Team).** 11:30 a.m. to 1:30 p.m. at the Community Gardens, across from East Windsor (Reservoir) Park.
- **May 1st - Community Gardens officially open** – registrations now being taken at the Planning Office, Town Hall, 11 Rye Street
- **April 29th - Republican Town Committee Vendor Fair-**, 10:00 a.m. to 3:00 (see Republican Town Committee website for more information)
- **May 5th - Vintage Baseball Game,** East Windsor High School, the first 250 tickets priced at 25 cents available at the gate.
- **May 19th – Opening the Bicentennial Time Capsule** at 2:50 p.m., Town Hall.
- **May 20th – East Windsor Veterans Memorial Green Dedication,** Joseph Tracy Memorial Green, Bridge Street, 2:00 p.m.
- **September 22nd – Heritage Day** – still taking registrations for participants in the Heritage Day Parade.

First Selectman Maynard also noted the **Farm, Garden, House Tour** scheduled for **June 9th**, 9:00 a.m. to 4:00 p.m. which includes homes, farms, and historical locations (1940s Broad Brook Library, the Scantic Church, the Historical Society Museum Campus and the Osborn House) in East Windsor. He noted the farms will be interesting for children as the Second Chance Farm has horses, the Syme Farm has cattle, the Stempfers Harrington Farm which includes horses and the sawmill, the Shag Bark Hickory Farm on Harrington Road. Tickets are available at ewgardentour.com for \$20 each. *(See Attachment A).*

UNFINISHED BUSINESS/B. Discussion of Building Department work load:

Rand Stanley, Building Inspector, joined the Board. Building Inspector Stanley had provided the Board with two documents reflecting information pertinent to this discussion: 1) a synopsis comparison (2016-2017 and 2017 - 2018) of Building Department workload – including permit activity, revenue associated with those permits, and anticipated permit activity for approved projects, and 2) a sample of inspection activity currently occurring or anticipated for the Calamar Senior Housing project.

Building Inspector Stanley reported he has received the first 8 permits for the Harvest View Subdivision (approved 22 lot single family home subdivision); he expects the next building permit requests for the same project on Monday. He gave the Board an explanation of the various building inspections which occur associated with a single family home; discussion continued regarding approval of this project. First Selectman Maynard also noted other approved building projects, including 25 units remaining at Newberry Village, a 20 unit condominium project on Winkler Road, 6 remaining lots on Acorn Drive, 69 single family units at West River Farms (Scantic Road), and Calamar. Building Inspector Stanley noted 3 model homes have been constructed at West River Farms; he understands they have signed purchase agreements for 3 homes new homes - those building permits will be coming through the Building Office shortly. Discussion continued regarding West River Farms, a 69 lot Planned Residential Development which allows reduced lot size in lieu of the developer providing Open

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Space for public use. Discussion continued regarding the Open Space process associated with this subdivision, the land offered, and the ultimate receipt/recipient of the Open Space.

Building Inspector Stanley reported construction has also begun on Calamar, a 122 unit (apartments) Senior Housing project. The site is currently being prepared; contractors will be pouring concrete foundations shortly. The work on this project occurs constantly/continually. Building Inspector Stanley advised the Board of Finance he needed additional assistance to respond to inspection requests as needed to keep the project flowing. In addition, the Building Department will be processing requests for other projects and residents. In addition to the municipal inspections Special Inspections (as required by State Statutes for buildings whose size reaches a specified threshold) will be performed by ITML inspectors; reports of those inspections are provided to the Building Department approximately every 7 days. Discussion continued regarding those inspection processes.

MOTION: To RECESS the Board of Selectmen's Meeting at 7:30 p.m. to convene the Town Meeting.

Bowsza moved/Hoffman seconded/DISCUSSION: None.

VOTE: In Favor: Unanimous (Maynard/Dearborn/Bowsza/Hoffman/Szymanski)

First Selectman Maynard RECONVENED the Board of Selectmen Meeting at 8:10 p.m.

Building Inspector Stanley reported he has appeared before the Board of Finance seeking funding for additional part-time building inspectors for the Calamar project and to assist with the normal Building Permit workload. Building Inspector Stanley reported the department could be looking at a 2 to 3 week backlog performing/issuing Building Permits. He cited the negative impact of that backlog on economic development.

First Selectman Maynard felt the request to hire temporary help on an as- needed basis was reasonable. He had conferred with the Treasurer who suggested financing the request until the beginning of the new Fiscal Year on July 1st; the need for additional help could be revisited at that time. He reported he understands the Board of Finance (BOF) had approved \$20,000 under Professional Services for part-time personnel at \$30/hour. Building Inspector Stanley reported that the State provides a list of qualified, licensed inspectors; he suggested that his preference would be for contracted labor at a cost of \$70/hour for the part-time personnel.

Selectman Szymanski questioned the Special Inspections? Building Inspector Stanley reported that under the Connecticut General Statutes, Special Inspections can be required on projects which exceed a specified threshold of size; Calamar falls under that scenario. The cost of those inspections are borne by the developer; the inspectors performing those Special Inspections would be working for the Town. Discussion followed regarding qualifications for licensed inspectors to perform those Special Inspections. Building Inspector Stanley reported he still performs municipal inspections with regard to compliance with approved drawings, fire and building codes, etc. in addition to the Special Inspections. Building Inspector Stanley reported

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the additional inspectors would be hired on an on-call basis as the work gets more time consuming and intense as the building project proceeds. Discussion then turned to the Town's liability for unemployment benefits as the part-time work is terminated. First Selectman

Maynard noted that the Building Inspection Fee for Calamar came in at \$122,000+; that fee provides some of funding needed for this additional personnel.

First Selectman Maynard felt the Board should consider authorizing some funding to hire additional personnel to assist with this additional workload. Selectman Bowsza cited the BOF met last evening; this funding wouldn't be authorized until May.

Selectman Bowsza then turned his attention to Building Inspector Stanley's workload synopsis; he referenced the year to year comparison reflected fewer building permits than the previous year yet revenue was up. Building Inspector Stanley suggested if the fee for Calamar was deducted from the 2017-2018 revenue it would still reflect more revenue than projected with 17% of the year remaining. Discussion followed regarding the formula for calculating Building Permit Fees, the basis for the fee – regional vs. town generated; the process for revising that fee, and the complexity of inspections for residential vs. commercial projects. Selectman Bowsza felt on the basis of the information provided the number of inspections doesn't quantify the additional work. Building Inspector Stanley explained the work involved isn't just the inspection; it's meeting with the developer/contractors/Town staff regarding the specifics of the project, plan review – then inspections as required. Discussion continued; Selectman Bowsza indicated he would like to see data submitted to support this request; Building Inspector Stanley suggested Selectman Bowsza visit the Building Department to review the data. Deputy First Selectman Dearborn noted that as the contractors begin work on this project there are multiple contractors – electrical, plumbing, and others - requiring inspection – often simultaneously; one inspector can't handle this workload. Building Inspector Stanley suggested that work on these projects start well before anyone puts a shovel in the ground. Selectman Szymanski suggested it's not the number of permits that dictates the amount of work; it's the complexity of the project. Deputy First Selectman Dearborn noted there will be a hundred people working on this project, all needing inspections to continue moving along in their work. He suggested that failing to meet inspection requirements sends the wrong message to anyone else considering coming to East Windsor. He questioned the anticipated revenue from Calamar? Building Inspector Stanley felt an estimated assessment for the first year could be \$12 million, which would be offset by tax abatements.

Selectman Szymanski suggested the Board needs to consider raising the fee structure. Building Inspector Stanley reported he prepared research on that issue in 2013 but the administration wasn't interested. Selectman Szymanski would also like clarity from the Treasurer on the unemployment liability for the Town regarding the part-time employment.

MOTION: To REQUEST and AUTHORIZE the Board of Finance to allocate \$5,000.00 to the Building Department to spend to assist with work on Calamar.

Maynard moved/Dearborn seconded/

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DISCUSSION: Selectman Bowsza felt the Board should wait until they have more information.

Maynard moved/Dearborn seconded/DISCUSSION: None

VOTE: **In Favor:** **Maynard/Dearborn/Hoffman/Szymanski**
 Opposed: **Bowsza**

Abstained: **No one**

UNFINISHED BUSINESS/C. Appoint Alan Baker to negotiating team to negotiate a bargaining agreement with the Police Union:

MOTION: **To APPOINT Alan Baker to negotiating team to negotiate a bargaining agreement with the Police Union:**

Bowsza moved/Szymanski seconded/DISCUSSION: None.

VOTE: **In Favor:** **Maynard/Bowsza/Hoffman/Szymanski**
 Opposed: **Dearborn**
 Abstained: **No one**

Selectman Bowsza questioned who comprised the negotiating team? First Selectman Maynard reported the team included himself, Selectman Szymanski, Chief DeMarco, Deputy Chief Hart, Chairman of the Police Commission Robert Leach, and now Alan Baker.

UNFINISHED BUSINESS/D. Casino:

Selectman Hoffman noted the Attorney General Jepson's reiterative opinion of a year ago – that the State should wait for the Bureau of Indian Affairs (BIA) to approve the amendment to the agreement between the Mashantucket Pequot and Mohegan tribes and the State. Selectman Bowsza gave a summary of the passage of the bill allowing the third casino in East Windsor, and subsequent responses to that bill, including a lawsuit launched by MGM. Selectman Bowsza reported he spoke with David Cappiello, representing MMCT, today; he agrees it's only a delay in the process. Selectman Hoffman indicated that Mr. Cappiello had told him such action is not untypical for casino development.

Selectman Hoffman recalled that Mr. Cappiello had planned to attend the last BOS Meeting of the month but he has not attended recently. Selectman Bowsza cited the difficulty for anyone involved in the legislative processes to plan activities in the closing days of the legislature; Mr. Cappiello had extended his apologies for not attending this evening's meeting but he had a commitment elsewhere.

Discussion followed regarding the presentation of the JI article. Selectman Bowsza suggested the only thing that's changed is that nothing has changed.

Conor Hurley, speaking on behalf of MMCT, suggested MMCT is proceeding with their plans. He suggested MMCT and the State believe the approval will eventually be published in the

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Federal Register; we don't believe this has any effect on the existing compact. Deputy First Selectman Dearborn questioned the timeframe for the BIA to either approve the amendment or do nothing? Selectman Bowsza indicated they BIA had 45 days from October 2017 to act; they have not done that. The lawsuit compels the BIA to publish the decision in the Federal Register.

First Selectman Maynard suggested the Board should start thinking about taking the Casino Fund Ordinance to Town Meeting before people start taking vacations.

UNFINISHED BUSINESS/E. Finalize RFP for Town Attorney:

Selectman Hoffman questioned Selectman Bowsza about his part in the recent Journal Inquirer article about the termination cost associated with the legal services RFP. He pointed out that it's essential to find alternative lower cost legal services for East Windsor. Selectman Hoffman said that the comments about termination cost are a red herring. He further stated there have never been discussions about terminating the current legal firm, Pullman & Comley. Current legal expenses are \$60,000 over budget. Something must be done to control cost. If first Selectman Maynard did nothing he would be criticized for allowing out of control spending. Selectman Hoffman further stated the RFP was a legitimate attempt at correcting the problem. He stated the newspaper article painted an inaccurate picture. That was wrong. First Selectman Maynard is acting responsibly and within his authority as defined by the Town Charter.

Secondly, Selectman Hoffman stated that Selectman Bowsza's attack on volunteer Keith Yagaloff was uncalled and unprofessional. Mr. Yagaloff is a willing and productive member of two current committees. Attacking Mr. Yagaloff was self-serving and unacceptable. It should not be allowed; Selectman Hoffman wanted no part of it. He noted the voters elected the Board to improve East Windsor. This inappropriate petty comment has no place in what the voters have asked the Selectmen to do.

Selectman Bowsza cited he's on record that he believes "the fix is in."

Selectman Szymanski agreed Selectmen Bowsza's actions were uncalled for; he felt when the time comes to vote on the RFP Selectman Bowsza should recuse himself from the vote. First Selectman Maynard indicated that when he read in the paper that "the fix was in" that if Mr. Yagaloff did respond to the RFP it now puts First Selectman Maynard in a difficult position should he choose to vote for Mr. Yagaloff. Selectman Bowsza accepted everyone's opinions, but maintained his position.

The Board began review of the draft RFP, noting various revisions made at the request of Board members. Selectman Szymanski requested addition of a request for the number of full-time and part-time staff within a responding firm and their positions. Discussion continued regarding the use of alternate attorneys for specific situations vs. the Town Attorney, fees associated with different levels of expertise related to specific situations, and the existing arrangement with Pullman & Comley. Selectman Hoffman noted that moving forward with the RFP didn't mean the Board would terminate the current arrangement with Pullman & Comley.

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MOTION: To **AUTHORIZE** the First Selectman to release the RFP as amended to acquire bids for additional legal services.

Hoffman moved/Szymanski seconded/

DISCUSSION: Selectman Bowsza questioned what the alternative to the Town Attorney would be? First Selectman Maynard suggested an alternative attorney would be someone in addition to the town attorney for special circumstances. He cited the current costs are out of control; many towns rely on more than one attorney. Selectman Bowsza questioned how long would this be for; would it be case by case or per diem; we would engage someone for specific tasks? Would this be an ala carte situation? First Selectman Maynard felt the Board should advertise the RFP and see what the results are.

VOTE: **In Favor:** **Maynard/Dearborn/Hoffman/Szymanski**
 Opposed: **Bowsza**
 Abstained: **No one**

NEW BUSINESS/A. Charter Revision Study Committee Report:

John Matthews and Keith Yagaloff, Co-Chairmen of the Charter Revision Study Committee, joined the Board. Mr. Yagaloff provided the Board with a handout of their PowerPoint presentation, and a letter authored by Mr. Yagaloff which represents the Charter Revision Study Committee's final report of recommendations. *(See Attachments B and C respectively).*

Mr. Matthews reported the objective of the Charter Revision Study Committee have been to identify areas to improve the Government structure, improve operation efficiency and checks and balances, and to improve voter participation and voter rights. He described how the Committee worked to reach its recommendations; bi-weekly meetings have been held at which the public was welcomed and all members participated equally. The Committee reviewed the current Charter, and charters from several other towns to compare methods of government and municipal operation. The Committee developed 25 areas of discussion through various brainstorming sessions; the most productive of those ideas became the recommendations included in Mr. Matthews and Mr. Yagaloff's reports.

Mr. Yagaloff identified the recommendations of the Charter Revision Study Committee to the Board of Selectmen, which are the following:

- Reduce the number of failed budget referendums to two from the current three
- Clarify the method of allocating the default budget money across departments
- Consider a change to the default percentage increase in the budget after a failed final budget referendum.
- Address existing ambiguities in the Charter:
 - Utilize Municode system for maintain Charter and Ordinances online
 - Identify specific State Statutes applicable to Charter provisions
 - Identify specific State Statutes for the establishment of boards and commissions
 - Codification of all ordinances

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- Revise/clarify requirements for departments and boards to provide narrative budget requests, including reasons for increases and decreases, to the Board of Selectmen and to the public prior to referendum
- Consider Charter provisions for a Chief Financial Officer position
- Address inconsistencies between the Charter and the Police Commission Ordinance
- Clarify the Town Attorney selection process and term of service
- Consider Charter provisions for a Shared Services Commission
- Reduce the number of signatures required for a petitioning referendum
- Clarify the Town's procurement, purchasing, and external department operations audit procedures.

Discussion followed on the following items:

Selectman Szymanski noted that several of the comparative charters reviewed specified that the duration of the term of the Town attorney should be consistent with the serving Board.

Discussion of the CFO vs. the Treasurer position: Mr. Yagaloff suggested the Committee saw the Treasurer's job to be running the day to day budgeting process, while the CFO was a higher level job that assisted with the planning and forecasting. Mr. Yagaloff reported the Committee rejected the position of Town Manager as it changes the form of government. The Committee had considered a position of Town Administrator but felt the CFO position was the first priority. First Selectman Maynard suggested the current Treasurer could do all the research and forecasting; he noted she's currently working on a flyer to go out to the voters in May to explain the budget. Selectman Hoffman suggested directing the research to lower cost staff so the Treasurer or CFO could concentrate on the budget and forecasting. Mr. Yagaloff suggested the Treasurer and CFO provide consistency to the Town as the Board members change.

Mr. Matthews suggested the next questions is what's the next step going forward? He cited that this Committee will be in place until July, or until the appointment of the next group is established. Mr. Matthews referenced the 18 month review process/schedule for Charter review; he indicated he would like to see the new Committee appointed in May, 2018 so the results of the review could be presented to the voters for the November 2019 election.

Discussion followed. Selectman Bowsza questioned why not wait to present the revised charter to the voters at a presidential election to maximize voter turn-out? Mr. Matthews suggested it's more difficult to present multiple questions to voters during a presidential election. He noted the State Statutes give towns the opportunity to review their charters every 10 years; he felt it would be fair to the voters to give them the opportunity to make changes if they choose. He reported that the volunteers of the study committee have lived in 21 towns as adults; they bring that experience to these discussions. Selectman Hoffman indicated he understood Selectman Bowsza's suggestion; the Town should try to maximize voter turnout at any election. Mr. Yagaloff suggested that with voting at a presidential vs. a municipal election, every election is important. A municipal election is just as important; those voters concerned about their municipality will vote. First Selectman Maynard suggested the Board should make a decision

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regarding creation of a Charter Revision Committee at the next BOS Meeting. He indicated interested parties should submit applications.

NEW BUSINESS/B. Information and Resource Event (drugs/alcohol/plus):

First Selectman Maynard reported that on Wednesday, May 2nd a presentation will be held at the East Windsor High School regarding the use and abuse of drugs and alcohol. The presentation is being sponsored by the East Windsor Police Department, the East Windsor Wellness Coalition, and CASAC (Capital Area Substance Abuse Council). Dinner is being served at 5:00 p.m.; Connecticut State Police Lieutenant Chris Bartolotta will begin his presentation and discussion at 6:00 p.m. The event is open to the public. First Selectman Maynard noted the importance of open discussion on this challenge; he welcomed everyone to attend. *(See Attachment D).*

NEW BUSINESS/C. Fire Tax Equalization:

Selectman Hoffman cited the current taxation inequity for funding for fire services. He noted the mutual aid agreement between Broad Brook Fire Department and the Warehouse Point Fire Department works well; from an operational perspective it appears easy. Both departments know what needs to be done, and they do it well. Selectman Hoffman cited the work of a previous Fire Protection Services Committee which made recommendations to the Town regarding resolution of the fire services problem. No action was taken; the funding inequity continues. Selectman Hoffman recalled that he and Selectman Szymanski volunteered to meet with the Chiefs of both Fire Departments; he suggested they felt a taxpayer from each side of town should participate as well.

First Selectman Maynard agreed it wasn't fair to the entire town to pay for the Broad Brook Fire Department services while half of the town is taxed for the services of the Warehouse Point Fire District. Selectman Szymanski cited he's attended meetings of the fire departments as the BOS's liaison; there have been positive discussions at these meetings. He suggested the Board needs to set a target date – preferably before the next fiscal year – to take action. Selectman Hoffman cited Pullman and Comley provided a good analysis of the options; he questioned how to move forward? Selectman Bowsza suggested the Connecticut General Statutes give direction as to the creation of one fire district. Deputy First Selectman Dearborn felt the Broad Brook residents will never vote for a fire district; you can't stop the districts from taxing people. Selectman Szymanski suggested he and Selectman Hoffman will continue to meet with the fire departments. Selectman Hoffman suggested if a third Selectman volunteered the Board members could alternate attendance.

Bill Loos, speaking from the audience, cited comparative salaries vs. stipends for the following Fire Department personnel:

Warehouse Point Fire District Chief (salary) \$16,000; and Assistant Chief (salary) \$10,000
Broad Brook Fire Department Chief (stipend) \$1,200; and Assistant Chief (stipend) \$500..

NEW BUSINESS/D. Discussion of Business Cards:

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First Selectman Maynard reported business cards can be printed for each Selectman; he suggested Board members may find them useful, especially as they attend the 250th Anniversary events. Deputy First Selectman Dearborn declined; the remaining Board members requested business cards.

NEW BUSINESS/E. Tax Refunds:

MOTION: To APPROVE Tax Refunds in the amount of \$6,944.78 (as identified under Tax Refund Report dated April 11, 2018)

Szymanski moved/ Dearborn seconded/***DISCUSSION:*** None

VOTE: In Favor: Maynard/Dearborn/Bowsza/Hoffman/Szymanski

SELECTMEN COMMENTS AND REPORTS/A. Andy Hoffman

Selectman Hoffman reported the following actions taken at the Economic Development Commission:

- Commission bylaws were approved, with minor amendments
- Data collection continues as the Commission works to populate an Economic Development web page
- The Commission had been working to create a job description for an Economic Development professional but he expects that will cease as funding for the position failed at the Board of Finance level.
- EDC member Bob Lyke discussed Selectman Hoffman's 3 page point paper that was submitted to the BOF for the Economic Development professional (*See Attachment E*). Instead of funding the full-time position the BOF chose to put \$26,500 into the Professional Services line of the Planning Department Budget to provide the economic development assistance in other ways. One option is assistance, at an \$80/hour rate, from the Connecticut Economic Research Center (CERC) for various services, including assistance with the website, and inventory of townwide marketable properties.

Selectman Hoffman reported this is a good commission; they work well together and have a common interest in making the Town better.

Selectman Szymanski questioned if the use of interns had been discussed? Selectman Hoffman indicated it had not; he cited the usefulness of CERC but agreed the interns would be less costly. He indicated he'll discuss the availability of interns with staff at UCONN. Selectman

Szymanski suggested his firm often utilized interns; they're interested in the field of work and often enjoy doing research.

SELECTMEN COMMENTS AND REPORTS/B. Charlie Szymanski:

Selectman Szymanski had nothing additional to discuss this evening.

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SELECTMEN COMMENTS AND REPORTS/C. Steve Dearborn:

Deputy First Selectman Dearborn had no comments this evening.

SELECTMEN COMMENTS AND REPORTS/D. Jason Bowsza:

Selectman Bowsza offered the following:

- Abby's Walk is being held this weekend (April 21st).
- Congratulations to Jim Barton as the recipient of the East Windsor Rotary Citizen of the Year. A dinner will be held at the Nutmeg on Thursday, April 26th at 5:30 p.m. Selectman Bowsza reported Mr. Barton is a good choice; he has been involved in many commissions, including the Veterans Memorial Green Commission, and is a long time member of the Warehouse Point Fire Department/District.

SELECTMEN COMMENTS AND REPORTS/E. Robert Maynard:

First Selectman Maynard reported he spoke with Representative Chris Davis recently about the Youth Services Bureau; East Windsor is working to provide resources on a local level.

SIGNATURES FOR APPROVAL OF CHECK RESIGTERS:

The Selectmen reviewed the registers presented and took appropriate action.

EXECUTIVE SESSION/Pursuant to C.G.S. Sec. 1-210 (b-1) (b-4) Litigation & Negotiations:

MOTION: To GO INTO EXECUTIVE SESSION at 10:50 p.m. Attending the Executive Session was First Selectman Maynard, Deputy First Selectman Dearborn, Selectman Bowsza, Selectman Hoffman, and Selectman Szymanski.

Dearborn moved/Hoffman seconded/DISCUSSION: None

VOTE: In Favor: Maynard/Dearborn/Bowsza/Hoffman/Szymanski

The Board came out of Executive Session at 10:45 p.m.

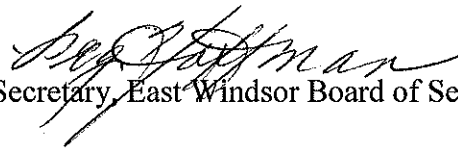
ADJOURNMENT:

MOTION: To ADJOURN at 10:46 p.m.

Szymanski moved/Hoffman seconded/DISCUSSION: None.

VOTE: In Favor: Unanimous

Respectfully submitted
Peg Hoffman, Recording Secretary, East Windsor Board of Selectmen



EWGardenTour.com

FARM, GARDEN, HOUSE TOUR

Saturday, June 9th
9 — 4, Rain or Shine

Tickets \$20 @ ewgardentour.com
Family Friendly Event - children under 13 free
Pre-Order Boxed Lunch on Website

13 sites

Support E. Windsor's 250th



**"A family event celebrating the cultural diversity
of East Windsor with its rich heritage,
agricultural farms, gardens and historic houses."**

- Historical Society museums, advance ticket sales, Sat's 9 — 12, cash/check
- 115 Scantic Rd, 1785 Osborn House, 5 Historical museums, bathrooms, picnic site
- Masters home, Rye St, 1757 center chimney, post & beam house, barn, gardens
- Second Chance Farm, Rice Rd, horses, barns & 16 antique John Deere tractors
- Syme Farm, Windsorville Rd, gardens, flower farm, 4-H cattle for milk & beef, eggs
- Costa home, Griffin Rd, tour house, panoramic views, gardens, rabbits, chickens
- Grant home, Melrose Rd, solar house, farm, gardens, sheep, Garden Club plant sale
- Thompson Victorian farmstead, Melrose Rd, barn, tobacco, Windshield tour booklet
- Melrose School House, Melrose Rd, 1850 Greek Revival, one room school house
- 1940's Broad Brook Library, Main St, One room library & Book sale
- Strempfers, Harrington Farm, North Rd, farm, horses, horse drawn wagon to saw mill
- Scantic Congregational Church sanctuary, Scantic Rd, Lunch site, bathrooms
- Winn Farm, Scantic Rd, goats, calves, & wagon ride to the Scantic River, Indian Lore
- Shag Bark Hickory, Harrington Rd, 1700's farm, equine assisted program, 4-H riders

East Windsor CT Charter Revision Study

Committee (CRSC)

Final Status Report

April 19, 2018

Requested by Board of Selectman

EW CT CRSC

OBJECTIVES

Identify Areas of East Windsor Charter To:

- 1. Improve Government Structure**
- 2. Improve Operation Efficiency**
- 3. Improve Checks and Balances**
- 4. Improve Voter Participation**
- 5. Improve Voter Rights**

East Windsor CT Charter Revision Study Committee

January 2018 Thru May 2018t

Members

Co-Chairman – John Matthews, Keith Yagaloff

Don Arcari

Cher Balch

Betsy Burns

Bill Loos

John Mazza

Charlie Szymanski

Bonnie Yosky

Alternate:

Rachel Safford

EW CT CRSC

Activity ----- 7 Meetings

- Brainstormed for Potential Improvements.
 - 25 Ideas submitted.
- Reviewed Connecticut Local forms of Gov't
 - Selectman/ Town Meeting (Preferred)
 - Mayor / Town Council
 - Council / Town Manager
- Reviewed Local Gov't Charters
 - EW 2013 Charter Proposed Changes
 - Ellington, Bolton, Suffield, Somers, ~~Cheshire~~ *CROMWELL*

Suggested Improvements for Follow on Commission to Consider.

1. Reduce number of failed budget referendums to two from current three.
2. Clarify the method of allocating default money
3. Consider a change to budget default percentage.
4. Address ambiguities in the Charter
 - a. Put Charter into Municode to improve searches.
 - b. Identify State Statutes where applicable.
 - c. Specify State Statutes for establishment of Boards and Commissions.
 - d. Ensure codification of all Ordinances into the Charter.

5. Clarify requirements for departments and boards to provide narratives for budget requests.
6. Consider Charter provision for CFO position.
7. Clarify Charter/Ordinance inconsistencies of Police Commission.
8. Clarify Town Attorney selection process/term.
9. Consider Shared Services Commission
10. Reduce number of petitioners to force referendums.
11. Clarify procurement/purchasing procedures and external department operational audits.

Going Forward

- This committee will continue to review other Town Charters, and Checks and Balances of our Government.
- It will terminate when the follow-on Commission is in place in May?

Follow-on Commission -- BOS to Form

18 Month **EW Charter Review Commission** Per CGS

- Begin May -- 2018
- CRS Public Hearing -- June 2018
- Initial Proposals -- January 2019
- CRS Public Hearing -- February 2019
- Proposals to BOS -- March 2019
- BOS Public Hearing -- April 2019
- BOS Return to CRS -- May 2019
- Questions to State Secretary -- August 2019
- **Questions to Voters –November 2019**

April 17, 2018

Dear First Selectman Maynard and Selectmen Bowsza, Dearborn, Hoffman and Szymanski,

On December 19, 2017, the Board of Selectman approved the formation of the Charter Review Study Committee ("CRSC"), whose charge was to review the East Windsor Town Charter and determine if a Charter revision is needed, and if a Charter revision is needed, to list the specific areas that should be addressed.

Since the date that the CRSC was charged by the BOS, the committee has met on multiple dates, received public input, reviewed the Charter in detail, reviewed previous Charter revision proposals, considered the Charters of neighboring and comparable towns, and debated and discussed at length, and in great detail, whether the Charter requires revision at this time, and thereafter identified those areas having the greatest need for revision.

The members of the CRSC are John Matthews (Co-Chairman), myself (Co-Chairman), Don Arcari, Cher Balch, Betsy Burns, William Loos, John Mazza, Rachel Safford, Charlie Szymanski, and Bonnie Yosky.

The CRSC unanimously identified the following priorities for consideration by the Board of Selectman and the Charter Revision Commission:

1. Reduce the number of failed budget referendums to two from the current three.
2. Clarify the method of allocating default budget money across departments.
3. Consider a change to the default percentage increase in the budget after a failed final budget referendum.
4. Address existing ambiguities in the Charter as follows: utilize Municode system for maintaining Charter and Ordinances online; identify specific state statutes applicable to Charter provisions; identify specific state statutes for the establishment of boards and commissions; codification of all ordinances.
5. Revise/clarify requirements for departments and boards to provide narrative budget requests, including reasons for increases and decreases, to the BOS and to the public prior to referendum.
6. Consider Charter provisions for a Chief Financial Officer position.
7. Address inconsistencies between the Charter and Police Commission ordinance.
8. Clarify the Town Attorney selection process and term of service.
9. Consider Charter provisions for a Shared Services Commission.
10. Reduce the number of signatures required for a petitioning referendum.
11. Clarify the Town's procurement, purchasing, and external department operations audit procedures.

The BOS charge to the CRSC was to present this written report to the BOS. The BOS voted that the CRSC will cease its existence when a Charter Review Commission is

established or July 1, 2018, whichever is sooner, unless the CRSC is extended by further resolution of the BOS.

It is our unanimous recommendation that Board of Selectman establish a Charter Review Commission, pursuant to the Connecticut General Statutes, and we further recommend that the Board of Selectman accept this final report and refer the same to the Charter Review Commission for further work.

Respectfully submitted on behalf of the CRSC,



Keith Yagaloff, Esq.

BOV - 4/19/2018 - Attachment D

10BZ

Talk Matters



East Windsor High School
76 South Main St
East Windsor, CT 06088



Wednesday, May 2nd

5:00 p.m.

The Informational and Resource Night will kick off National Prevention Week in May and is for residents to learn and be engaged in open discussions concerning drugs/alcohol/and much more.

Resource tables will be available with educational information about services and other materials. Dinner will also be provided at this FREE EVENT.

SPEAKER:

Chris Bartolotta: A Lieutenant with the CT State Police and an expert in the field of policy and procedure, enforcement techniques.

Lieutenant Bartolotta was the first officer in the state to be certified as a Drug Recognition Expert and a DRE instructor.



East Windsor
PUBLIC SCHOOLS
Inspiring Growth. Achieving Success.

CHANGE
the **SCRIPT**



CAPITAL AREA SUBSTANCE ABUSE COUNCIL
community support . at hand.

East Windsor Wellness Coalition
Community and Families Coming Together
as ONE!